



CITY COUNCIL AGENDA ITEM STAFF REPORT

MEETING DATE:	MAY 12 TH , 2026
TITLE:	AN ORDINANCE AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF COLLINSVILLE AND INTEGRATED FACILITY SERVICES IN RELATION TO HVAC REPLACEMENT AT THE COLLINSVILLE ANIMAL SHELTER
DEPARTMENT:	POLICE DEPARTMENT
PROJECT MANAGER:	BRETT BOERM; CHIEF OF POLICE
REQUESTED ACTION:	APPROVAL
STRATEGIC PLAN GOAL(S):	#7: SUPPORT EXCELLENT MUNICIPAL SERVICES
ATTACHMENTS:	ORDINANCE, AGREEMENT, QUOTES

SUMMARY RECOMMENDATION

Staff is recommending the approval and acceptance of bid from Integrated Facility Services (IFS) for the replacement of the existing HVAC system at the Warren Billhartz Animal Shelter in the amount of \$142,350.00.

EXECUTIVE SUMMARY

At the recommendation of HVAC professionals and the Facilities Maintenance Coordinator for the City of Collinsville, replacement of the existing HVAC system at the Warren Billhartz Animal Shelter was included in the 2026 Capital Improvement Plan and subsequently approved by the Collinsville City Council in December 2025. This recommendation was primarily made due to the increased frequency of necessary repairs, resulting in rising maintenance costs of the existing system. It is believed the existing HVAC system is original to the building and is 20 years old.

BACKGROUND

In the fall of 2025 during the budget and capital improvement planning process, three quotes were received to replace the existing HVAC system:

- Hoffman Brothers Heating and Air Conditioning - \$105,215.00
- Integrated Facility Services (IFS) - \$109,850.00
- Murphy - \$184,317.00

Following the City of Collinsville purchasing policy, competitive bids were sought for project completion. Only one company, IFS, submitted a sealed bid in the amount of \$142,350.00, a \$32,500 increase from their original quote we received in the Fall of 2025. The following factors contributed to the price increase:

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Collinsville Animal Control HVAC Replacement

- Increased equipment cost - \$11,000
- 2-year parts and labor extended warranty - \$6,000
- Increased Sheet Metal & Pipefitter labor costs - \$4,500
- Increased electrical installation costs - \$1,500
- Increased costs for insulation of exterior duct - \$3,500
- Engineering & drafting costs not included in original proposal - \$3,000
- Factory Startup by Authorized Service Agent - \$3,000

DEPARTMENT REVIEW

Police; Administration, Facilities Maintenance

RECOMMENDATION

Staff is recommending approval of an ordinance authorizing an agreement between the City of Collinsville and Integrated Facility Services in relation to HVAC replacement at the Collinsville Animal Shelter.

